

Clinical Evaluation Task Tracking Matrix – 2003

Task/Action Plan	Status/Issues	Start Date	Next Review Date	Completion Date	Responsible Person(s)
IS Issues	Standing Task Item	10/30/02	05/14/03		Unverdorben/Nelson
Publications	Standing Task Item	01/08/03	04/30/03		Roethig
Information Session	Held once/month in staff, i.e., toxicology, combustion, etc. Start Date: January, 2003 2nd Session: Joint Industry Training - TBA	01/22/03	04/30/03		Mawyer
Longitudinal Epidemiology Studies	Brainstorming of possible study designs	02/18/03	04/30/03		All
Publication Sheets	Review	04/09/03	04/30/03		All
RD&E New Employee Safety Checklist	Review of checklist & finalization of individual paperwork for return to Safety committee	04/09/03	05/14/03		All/Mawyer

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May 12 - 16, 2003

	Travel			Standing Meetings	Vacation
Monday 5/12	Mohamadi Sarkar	Cologne, Germany	PMRL Symposium	8:00am Research Results Communications Meeting, OC OBT 9:30am Accord Team Meeting 2:00pm TES Teleconference, A1	
Tuesday 5/13	Mohamadi Sarkar	Cologne, Germany	PMRL Symposium		
Wednesday 5/14	Mohamadi Sarkar	Cologne, Germany	PMRL Symposium	9:00am Weekly Tox Meeting, A1 11:00am MDS Teleconference, A1 1:30pm HJR Staff Meeting (General), A1	
Thursday 5/15	Mohamadi Sarkar	Cologne, Germany	PMRL Symposium		
Friday 5/16				7:45am RD&E Forum, R&D Lecture Hall	

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